

(July 11, 2016) Board Minutes

Steamboat Lake Water & Sanitation District Regular Board Meeting

7-11-16

Jim H. called the meeting to order at 5:00pm at the North Routt Fire Station #2 and motioned for the Board to go into executive session to receive legal advice and recommendations from counsel on the following:

1. Recommended procedure for processing of applications for exclusion from the District
2. Recommended documentation for Board to finalize its decisions from public hearing
3. Recommended modifications to the Board's rules and regulations on exclusion of property
4. Contract matters

Jim F. seconds the motion, unanimous approval, motion carried, board moves into executive session.

At 6:45pm Jim H. motioned that the Board come out of executive session, from its discussion of those matters identified at the time the Board went into executive session. Jim F. seconds this motion, unanimous approval, motion carried. The Board breaks for 5 minutes and opens doors to public session.

Meeting called to order at 6:58pm at the North Routt Fire Station #2 by

Jim Finegan, The Board is now out of executive session, having discussed only those matters identified by resolution before it entered executive session. No decisions were made in the executive session. The Board did give counsel general guidance and provided comments on the documents that will be needed for consideration and action on the petitions for exclusion that the Board has received.

Members present:

1. <u>Kathleen Titus</u>	2. <u>Bob Hulton</u>
3. <u>Jim Hillman</u>	4. <u>Jim Finegan</u>

Members absent:

Dave Entwistle, excused

Others present:

1. <u>Lanny Mack</u>	2. <u>Bonnie Murray</u>
3. <u>Greg Murray</u>	4. <u>John Mader</u>
5. <u>Steve Johnson</u>	6. _____

1. Approval of Minutes from May 9, 2016 regular meeting:

Jim H. motions to approve May minutes as written and distributed, Jim F. seconds, unanimous vote in favor of, motion carried.

2. Approval of Minutes from public hearing on exclusions from June 13, 2016:

Kathleen motions to approve public hearing minutes as written and distributed, Jim H. seconds, unanimous vote in favor of, motion carried.

Open Issues:

3. Public comment/questions:

Lanny Mack asks where the board is at in terms of service plan submittal process. Kathleen reports that the plan has been submitted to the county and Mr. Sullivan is reviewing.

4. Items per Rich Tremaine (legal counsel for the district):

- A) – Jim F. motions to approve the amendments to Section 9: Petitions for Exclusion from District of the rules and regulations, suggested by Rich Tremaine. Kathleen seconds the motion, unanimous approval, motion carried. Changes are on file and will be updated on the website.
- B) - Jim F. motions to approve the List of tasks/costs/set fee proposal submitted by KT Law regarding the exclusion applications, which are on file. Jim H. seconds this motion, unanimous approval, motion carried.

5. Updates per Kathleen:

- A) – Wolf von Carlowitz – still in process of finishing items on the punch list including asbuilts, site clean-up, etc. as related to the form in Section 5 of rules and regulations.
- B) – Martin – per Jim F. this property appears to be listed for sale; per Kathleen – as of today 4 Points Surveying (Walter Magill) is going through the process and the application is currently held up at the county, waiting on further information from the county offices.
- C) DOLA – grant application for the service plan amendment renewal is the end of June (annual renewal), upon Kathleen meeting with the district's DOLA representative, they have agreed to extend the deadline until the end of the calendar year (2016) in lieu of receipt of the \$6000 grant. Representative also recommended the district consider refinancing the current 2 loans to a private source that offers less than 5% interest (capital improvement loans). Kathleen agreed to make the initial contact to the representative regarding this matter and will pass on the finding to Jim H. and Jim F. to follow up on.

6. Maintenance Updates Per Bob:

- A) – Sewer line break on Neptune due to land movement in spring, all work is completed, line was moved and two homes affected were tied in at no charge to home owners.
- B) – Water usage is over 40,000 gallons per day; goal is 15,000 per day – water restrictions will be revisited in August.
- C) - Fire plug will need to be put in, man hole location on south Neptune will be happening this year, checking into soft spots on the road and investigating. Jon Subr will be assisting in this project, no date as of yet due to busy time of year for contractors.

- D) Homeowner on Jupiter is building deck on his house, promises to hand dig beyond 3 feet due to inability to locate the exact location of water lines (no locate lines wires in lines).

7. Mutual Aide Agreement with Routt County Fire Agencies

No news here, agreement still under review at KT Law per Board request, ongoing agenda item.

8. Newsletters

Current (June) newsletter contained the annual CCR water quality report, will also post this report on the website. Jackie will discuss with Jean Colby. Next newsletter due end of September, Jim F. volunteered to write.

9. Other issues/questions:

- A) - Lanny Mack asks about subsequent exclusion petitions and public hearings for the remaining applicants. The Board expresses intent to hold 2 public hearings for the remaining petitioners; one in September addressing lots in filings 5-8, one in October addressing lots in Filings 1-4. John Mader asks about the petitions approved by the board at the June 13th meeting and the next steps. The board answered that KT Law is sending out letters indicating additional amounts due to each petitioner, upon receipt of payment, the board will then sign the orders and KT Law will submit to the county for approval as well as subsequent required paperwork.
- B) Kathleen expresses her intent to resign from the SLWSD board effective August 15th.
- C) Bob expresses his intent to resign from the SLWSD board effective August 15th.
- D) Discussion regarding the need and value to retain Kathleen & Bob and their services to/for the SLWSD followed. It is decided that Kathleen, Bob and Jackie will write up tasks they do/are willing to continue to do with associated time frames (if any) and present to Rich for review, guidance, and direction on how the board should handle "staffing" either 1099 contracting or paid staff positions and associated liability and costs and impact to the district.
- E) Steve Johnson expresses interest in serving on the board.
- F) Jim F. motions to accept resignations from Kathleen and Bob effective August 15th. Jim H. seconds this motion, unanimous vote in favor of the motion, motion carried.

Next Meeting: August 8th at 6:00pm at North Routt Fire Station #2

Meeting adjourned at 7:38 **by** Jim Hillman

Minutes recorded by Jackie Johnson

Board Minutes approved: August 8, 2016